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CALL FOR PROPOSALS

Project Title:	Building capacities of CSOs to monitor the implementation of activities related to reduction of gender-based violence and domestic violence of the National Strategy and Action Plan on gender Equality 2016-2020, under the Regional Programme "Ending Violence against Women: Implementing Norms, Changing Minds"
Location:	Albania
Purpose:	Selection of qualified Responsible Party for the Programme
Duration:	September 2017 – December 2019 (tentatively)
Contract Type:	Project Cooperation Agreement
Deadline for submissions:	17 September 2017

The United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) is inviting civil society organizations (CSOs) or CSOs networks working on gender equality and ending violence against women in Albania to submit proposals on capacity building of CSOs to monitor the implementation of activities related to reduction of gender-based violence and domestic violence of the Albanian National Strategy and Action Plan on Gender Equality 2016-2020.

Terms of Reference

I. Background

The programme “*Implementing norms, changing minds*” (February 2017- January 2020) aims at ending gender-based discrimination and violence against women, with a focus on the most disadvantaged groups of women, in six Western Balkan countries – Albania, Bosnia and Herzegovina, FYR Macedonia, Montenegro, Kosovo¹, and Serbia – and Turkey. Funded by the European Commission (EC) within the Instrument for Pre-Accession Assistance (IPA) II, the Programme is aligned with the European Union (EU) accession standards to achieve equality between women and men.

“*Implementing norms, changing minds*” is anchored in the normative frameworks of the Convention for the Elimination of all Forms of Discrimination against Women (CEDAW) and the Council of Europe Convention on preventing and combating violence against women and domestic violence (Istanbul Convention), and is in alignment with the European Union (EU) accession standards on gender equality. In Albania, the programme will: (i) support the development of an enabling legislative and policy environment on eliminating violence against women and all forms of discrimination; (ii) promote favorable social norms and attitudes to prevent gender discrimination and violence against women; and (iii) pursue empowering women and girls (including those from disadvantaged groups) who have experienced discrimination or violence to advocate for and use available, accessible, and quality services.

Albania has been a party to CEDAW since 1994 and to the Istanbul Convention since 2014. In terms of the national legislation, the first Law on Domestic Violence was approved in 2006 and has been later amended to better align it with the relevant international standards. In 2011, a coordination mechanism for the treatment of domestic violence cases was introduced. In 2008, the Law on Gender Equality came into effect and included the establishment of the national gender machinery. Amendments to the Criminal Code in 2012 and 2013 were initial steps to criminalising some forms of violence against women within the scope of the Istanbul Convention. However, not all forms of violence against women are criminalised. Recent amendments to the Code on Criminal Procedures, in the context of broader justice reform, improve the status of victims in criminal proceedings and include a specific provision for victims of sexual abuse and human trafficking.²

At the policy level, from 2011 to 2015, the Government of Albania implemented the “National Strategy on Gender Equality and Reduction of Gender based Violence 2011-2015”. In 2016, a new National Strategy and Action Plan on Gender Equality 2016-2020” (NSGE 2016-2020) was adopted. The four strategic goals of the NSGE 2016-2020 are: (i) economic empowerment of women and men; (ii) effective and equal participation of women in public and political decision-making processes; (iii) reduction of gender-based and domestic violence; and (iv) strengthening of the coordinating and monitoring role of the National Mechanism on Gender Equality.

The following objectives and indicators have been established under Strategic Goal 3 - Reduction of gender-based violence and domestic violence - of the NSGE 2016-2020:

- **Objective 3.1:** Awareness-raising of the society to not accept and not tolerate gender-based violence and domestic violence;
Indicator: By the end of 2020, number of individuals in our society believing that gender-based violence and domestic violence are unacceptable and intolerable increases by 30%.
- **Objective 3.2:** Empowerment of referral mechanisms as well as addition/improvement of specialised support services for protection and treatment of cases of gender-based violence and domestic violence.
Indicators: (i) By the end of 2020, the number of municipalities having an operational Referral Mechanism is increased by 52.5% (that is, from 29 municipalities having a Referral Mechanism in 2015), all the 61 municipalities are expected to have such mechanism in 2020); (ii) By the end of 2020, number of specialised

¹ All reference to Kosovo, whether to the territory, institutions or population, in this document shall be understood in full compliance with United Nations Security Council Resolution 1244 and without prejudice to the status of Kosovo.

² Law No.35/2017 “On amendments the law No.7905/21/03.1995 on the Code on Criminal Procedures”.

support services is increased by 53.8% (that is from 13 support services in 2015, in 20 specialised support services in 2020).

- Objective 3.3: Punishment of perpetrators of violations and provision of rehabilitation possibilities for them through targeted specialised programmes.

Indicators: (i) By the end of 2020, criminal legislation on gender-based violence and domestic violence is harmonised with the internationally ratified documents; (ii) by the end of 2020, the number of punished and rehabilitated perpetrators increases by 30%.

The Strategy includes a detailed Action Plan with specific activities planned under each objective and the relevant financial costs required to implement each activity.

II. Objective of UN Women's Support

The specific project under this proposal contributes to the programme's Specific Objective 1: *"To create an enabling legislative and policy environment in line with international standards on eliminating violence against women and all forms of discrimination."* To this aim, the planned interventions will focus on supporting capacities of CSOs, including community based organizations to monitor the implementation of the activities of the NSGE 2016-2020 that aim to eliminate violence against women.

Prior to the adoption of the NSGE 2016-2020, the Government of Albania prepared an evaluation report on the implementation of the 2011-2015 Strategy on Gender Equality. The recommendations of this report were reflected in the new strategy. However, CEDAW, in its Concluding Observations addressed to Albania in 2016, noted the lack of information on the overall implementation and the remaining challenges in the areas covered by the National Strategy on Gender Equality and Reduction of Gender-based Violence and Domestic Violence, 2011-2015.³

The new National Gender Equality Strategy 2016-2020 included a monitoring and evaluation framework of its activities, aligned with the monitoring processes of national strategies in other sectors.⁴ To this aim, an Annual Progress Report will be developed and will include the main achievements on activities implemented and planned for implementation under the NSGE Action Plan.

In parallel with the internal monitoring of the NSGE 2016-2020, civil society organizations should also follow closely the implementation of the strategy's activities by national and local authorities. An independent monitoring of the Strategy by CSOs is key not only to increase accountability, but also to support the Government to identify gaps and accelerates efforts to fulfil its commitments. Finally, the monitoring of the Strategy by civil society becomes crucial in the face of funding challenges of the NSGE 2016-2020, in order to follow closely the measures the Government is taking to close the current funding gap.⁵

III. Scope of the Project

The programme builds on the strong links of UN Women and the EU with CSOs in the region, placing the envisioned interventions in a strategic position to assist women in their drive for rights as citizens. Civil society organizations, in particular women's organizations, play a crucial role in the promotion of gender equality and women's rights. They are key advocacy stakeholders in terms of moving governments from commitment to implementation in relation to international and national normative standards and policies. They are also key stakeholders in raising awareness and mobilizing all members of the society, including men and boys to address gender equality and challenge the gender stereotypes and harmful practices that perpetuate violence against women. Furthermore, women's organizations are instrumental to bringing to the attention of policy makers the perspective and voices of all women and in particular

³ CEDAW Concluding Observations, 2016, para. 14

⁴ Under the umbrella of the National Strategy for Development and Integration 2015-2020 (NSDI)

⁵ According to the NSGE 2016-2020, there is a gap on about 27.8% of the funds needed for the implementation of the Action Plan activities.

rural women and disadvantaged groups of women - older women, Roma and Egyptian women, women with disabilities, migrant women, lesbian, bisexual and transgender women, women in detention, secluded women, and asylum-seeking women.⁶ Finally, women's organizations are very active in terms of their networks, outreach and innovation - to facilitating the required behavioural and attitudinal changes for tackling the structural barriers to gender equality and ending violence against women.

In Albania, women's organizations are active at local and national levels. The degree of organizations' expertise and organizational strengths vary amongst the organizations regarding their capacities in networking, policy development, monitoring, advocacy, outreach and service provision.

In this context, UN Women is issuing a Call for Proposals (CfP), which envisions building capacities of civil society organizations to monitor the implementation of activities related to reduction of gender-based violence and domestic violence of the National Strategy and Action Plan on gender Equality 2016-2020.

IV. Deliverables

The responsible party is expected to engage a group of civil society organizations, especially community based organizations and organizations representing rural women and disadvantaged groups of women - older women, Roma and Egyptian women, women with disabilities, migrant women, lesbian, bisexual and transgender women, women in detention, secluded women, and asylum-seeking women⁷ - operating in at least three regions of Albania with the focus of building their capacities to monitor the implementation of activities related to reduction of gender-based violence and domestic violence of the National Strategy and Action Plan on gender Equality 2016-2020. With the technical support of UN Women, the selected organization is expected to:

- Identify activities planned under the Action Plan of National Strategy on Gender Equality 2016-2020 (NSGE, 2016-2020) under Strategic Goal 3 - Reduction of gender-based violence and domestic violence – the implementation of which will be monitored under this project;
- Organize informative sessions with the group of civil society organizations about the activities planned by the Government of Albania at the national and local levels to eliminate violence against women in the NSGE, 2016-2020 and other local plans (if available) in the selected areas.
- Develop a guide/toolkit on how to monitor the NSGE 2016-2020, following the relevant established objectives, activities, indicators and means of verification, and provide training sessions to the selected group of CSOs;
- Support the selected organizations through trainings and other forms of capacity building activities to conduct monitoring of specific actions at the national level and in at least three targeted municipalities;
- Draft and publish monitoring reports of the Strategy (annually during the duration of the project) in Albanian and English languages;
- Organize round tables/briefings/meetings to share the monitoring report with relevant stakeholders, including national and local Government authorities, as well as the central and local offices of the Ombudsperson, to present the findings of the monitoring activities;
- Collaborate with mainstream media and engage national and local journalists to report on the monitoring activities of the CSOs engaged under this component;

Note: Organizations to be engaged in the monitoring process of NSGE 2016-2020 by the selected CSO in the context of this component should not be involved with the implementation of activities planned in the strategy.

V. Duration of project

⁶ These are the disadvantaged groups of women in Albania, identified in the CEDAW Concluding Observations addressed to Albania, para 39 (2016)

⁷ Ibid.

From September 2017 to December 2019 (tentatively)

VI. Budget Request

All proposals under this Call must fall between a minimum indicative amount of EUR 30.000 and a maximum amount of EUR 34 000. Applicants are invited to submit the budget proposal in Albanian Lek (ALL). All currency exchanges will be calculated using the UN Operational Exchange Rate as per the date of submission of proposal.

Only one grant will be awarded per organization. A single CSO cannot receive more than one grant during the lifetime of the programme “Implementing Minds, Changing Norms”, meaning that if a CSO applies separately for different projects, it could only be selected for implementing one of them.

In all cases, proposals cannot exceed the maximum amount set for the first components of this call: EUR 34 000.

VII. Institutional Arrangement

The selected organization(s) will sign a Project Cooperation Agreement (PCA) with UN Women. A competitive selection process will take place to identify the potential Responsible Party. The NGO will be selected only if it has proven capacity to deliver the proposed activity. The NGO’s capacity will be assessed by UN Women as per UN Women’s manuals.

VIII. Reporting

The selected partner will be the principal Responsible Party but will work closely with UN Women during programme implementation. The partner will provide regular narrative and financial reports in line with UN Women guidelines and requirements.

All knowledge products and communications materials that would be produced under this agreement must acknowledge the support and seek approval of UN Women. Furthermore, they should be in line with the EU Communication and Visibility tools and the EU-UN joint visibility guidelines.⁸

⁸ https://ec.europa.eu/europeaid/sites/devco/files/guidelines-joint-visibility-eu-un_en.pdf - <https://ec.europa.eu/europeaid/node/17974>

Annex I.
Guidelines for the Submission of Proposals

I. Who can apply

Who can apply:

- **Women's CSOs/women's CSOs networks and platforms** that have specialized knowledge, expertise, and track record of working in women's human rights and ending violence against women
- **Women's CSOs/women's networks** and platforms with track record in monitoring international human rights treaties and conventions and national strategies and policies related to gender equality and end of violence against women;
- **Civil society organizations** working on gender equality and women's empowerment with track record of working on ending discrimination and violence against women

Gender equality focus: Applicant must demonstrate experience in implementing programmes on gender equality and ending violence against women and girls through an organizational resume or CV of past implementing experience and areas of expertise. **(Documents required)**

Women's network/platforms are encouraged to apply, but for the purpose of this application, they should be represented by only one organization, which will take the lead during the implementation of the project and shall be responsible for the project's deliverables as defined in this CfP.

Important notes:

- Each application can only be submitted by a single organization.
- The applicant must be legally registered in Albania as a non-profit organization.
- Proposals from more than one organization or entity must clearly indicate which organization will take lead responsibility for project management and contractual obligations.
- Transfer of funds by the Applicant Organization to UN Agencies, private sector entities, International NGOs and International Organizations will not be allowed.
- UN Women will sign contracts with and disburse funds to the applicant organization only.
- Eligible organizations currently partnering with UN Women may apply under this CfP.

Non-eligible applicant organizations

The following are **NOT eligible** to apply to this call for proposal:

- Government agencies or institutions
- UN agencies
- Bilateral or multilateral organizations, financial institutions, development agencies
- Private sector entities
- Private individuals
- CSOs not focused on gender equality and women's empowerment
- CSOs with lack of gender balance in their staff, board membership and leadership positions

II. What to submit

Eligible applicants are expected to submit the following in English:

1. General Information including contact person and contact details (use Application Cover Sheet in Annex II)

2. Project proposal consisting of:

- Context and problem analysis, providing a summary of existing gaps, barriers and challenges related to CSOs' capacities in monitoring of national policies, including the National Strategy on Gender Equality 2016-2020 and its Action Plan;
- Explanation of how your organization is expected to engage community-based and organizations representing the interests of older women, Roma and Egyptian women, women with disabilities, migrant women, lesbian, bisexual and transgender women, women in detention, secluded women, and asylum-seeking women;
- Explanation of how your organization is expected to engage CSOs operating in areas outside the capital;
- Explanation of how your organization is expected to follow-up on the issue after the project;
- Media and communication strategy: Is communications an integral part of your project?
- Explanation of what makes your organization the most qualified to implement this project, including relevant expertise and experience of your organization;
- Workplan;
- Partnerships: a description of the partners needed to successfully implement the project and their roles, including information on how your organization will work with other State and non-state partners, including central and local government, media, and National Human Rights Institutions;
- An output-based budget, i.e. budget showing how much is required for each activity to achieve each output. The administrative/indirect cost should not exceed 7% of the total budget. Maximum budget of any budget proposal should not exceed amount of EUR 34 000. Applicants are invited to submit the budget proposal in Albanian Lek (ALL). All currency exchanges will be calculated using the UN Operational Exchange Rate as per the date of submission of proposal.

3. A copy of the organization's **legal registration document**

4. **Supporting documents** such as your organizational brochures, previous annual reports and audit reports from the past three years.

III. Evaluation Criteria

Proposals passing the eligibility criteria (see above) will be scored against the following:

1. **Relevance of the proposal (25 points):** quality of the context analysis and pertinence of the proposed activities against expected results
2. **Implementation strategies (30 points):** linking local implementation to national, regional and international commitments; using a rights-based approach; engaging in strategic partnerships; and engaging excluded/marginalized groups
3. **Added value elements (25 points):** previous work on monitoring national strategies and policies, CEDAW and Istanbul Convention monitoring and reporting, as well as past and ongoing engagement with groups working with or representing women from disadvantaged groups
4. **Budget Proposal (20 points)**

Minimum score to be eligible is 70 points.

Only applicants passing the minimum score will be contacted to proceed with shortlisting and a capacity assessment review. During the capacity assessment review, the applicant will be requested to submit documents demonstrating the organization's technical capacity, governance and management structure, financial and administrative management.

IV. When is the proposal due:

The deadline for submission of proposals is **September 17, 2017**. Proposals received after the deadline will not be considered.

V. To whom should the proposal be sent

Please send all required application documents in one email to unwomen.albania@unwomen.org, indicating in the e-mail subject: Monitoring of NSGE 2016-2020 on EAW – EAW Albania

UN Women will acknowledge receipt of the applications through a confirmation e-mail. Only those short listed shall be considered and further contacted.

VI. Information session

On September 6, 2017, UN Women will organize one informative session, in which additional clarifications on the application process will be provided. Potential applicants are invited to express their interest to participate in the informative session by September 1st, 2017 by sending an email to unwomen.albania@unwomen.org. (Subject line: Interest to participate in the information session EAW Albania).

This Call for Proposals does not entail any commitment on the part of UN-Women, financial or otherwise. UN-Women reserves the right to accept or reject any or all Call for Proposal without incurring any obligation to inform the affected applicant/s of the reasons.

Annex II. Application Cover Sheet

1. General Information

Name of Organisation	
Contact Person	
Contact Information	Address:
	Tel:
	Email:
Organisation Type	<input type="checkbox"/> Non-government organisation <input type="checkbox"/> Others (specify):
Are you legally registered in Albania?	<input type="checkbox"/> Yes <input type="checkbox"/> No If you have responded yes, please attach a copy of your registration document to the application
Institutional profile	A brief description of the organization, including its registration details and relevant experience working on the thematic issues proposed; familiarity with international and national commitments on ending violence against women, experience on capacity building and monitoring of international and national commitments.
Total requested budget	Applicants are invited to submit the budget proposal in Albanian Lek (ALL). All currency exchanges will be calculated using the UN Operational Exchange Rate as per the date of submission of proposal.

Annex III. Project Proposal Template

The project proposal should cover minimum the following:

I. Context and Problem Analysis

II. Project Description

III. Project detailed activities and implementation strategies

Describe how your proposal is planning to achieve the results mentioned above

IV. Project Partnerships

- Describe the key networks/stakeholders/groups/communities with which you will partner/ engage with for the implementation of your proposed project and explain why.
- How do you anticipate working collectively with these networks/stakeholders/groups?
- How do these partnerships complement or build upon previous efforts/initiatives?

V. Technical Expertise

Describe why the Applicant Organization is qualified to implement the proposed project. Include mention of the expertise and added value the implementing partners will bring.

- What past programme experience **handling project and initiatives of similar nature as the one in this Call for Proposals** can support the Applicant's likelihood of delivering results?
- What evidence can you provide on the Applicant's substantive thematic expertise in ending discrimination and violence against women?
- What evidence can you provide about the networks and relations the Applicant has established with the stakeholders necessary to the success of the project?
- What evidence you can provide on engagement with women form disadvantaged groups and minorities in the region?
- What evidence you can provide on engagement and cooperation with national programme participating countries governments and regional institutions?

VI. Detailed Budget (see Annex IV)

Please detail budget in the narrative and attach it in and excel sheet.

Also, add a narrative of the budget.

PLEASE DO NOT FORGET TO ATTACH THE DOCUMENTS REQUIRED IN ANNEX I

Annex IV. Workplan and Budget

Workplan & Budget						
Outcome: To reduce violence against women and girls an all forms of discrimination and discrimination in Albania						
Objective: To create an enabling legislative and policy environment in line with international standards on eliminating violence against women and all forms of discrimination						
Output	CSOs able monitor and advocate for the implementation of activities related to reduction of gender-based violence and domestic violence of the National Strategy and Action Plan on gender Equality 2016-2020,					
Activities						
Indicators						
Targets						
Means of verification						
Planned Activities (List all activities to be undertaken during the years towards stated results)	Timeframe (September 2017-December 2019)				Budget	
	Q1	Q2	Q3	Q4	Budget Description (means required E.g. travel, consultant, conference)	Amount

Support costs						